



Thrift Savings Plan BULLETIN

for Agency TSP Representatives

Subject: Thrift Savings Plan Open Season Information — May 15 through July 31, 2001

Date: April 30, 2001

The next Thrift Savings Plan (TSP) open season begins May 15 and ends July 31, 2001. During this open season, all employees covered by FERS or CSRS may make a TSP contribution election, as explained in TSP Bulletin 01-4, Participation in the Thrift Savings Plan, dated February 2, 2001.¹ As explained in TSP Bulletin 01-3, New Thrift Savings Plan Contribution Limits, dated January 23, 2001, employees covered by FERS may elect to contribute to the TSP up to 11% of the basic pay they earn each pay period; employees covered by CSRS may elect to contribute up to 6% of the basic pay they earn each pay period.

I. Open Season Materials

The Federal Retirement Thrift Investment Board will send the open season materials described below to agency central distribution points. The central distribution points should receive these materials by May 1.

- A. **Open Season Update.** The Update “Decisions, Decisions” replaces the Update issued for the last open season. Each central distribution point will receive a number of Updates approximately equal to the total agency work force. The shipments are in boxes containing 4,200 Updates. Some boxes containing fewer than 4,200 are being sent to accommodate smaller agencies or to complete shipments when the total number is not a multiple of 4,200. The Update does not have a stock number.

(Continued on next page)

¹ FERS refers to the Federal Employees’ Retirement System, the Foreign Service Pension System, and other equivalent Federal retirement systems. CSRS refers to the Civil Service Retirement System, including CSRS Offset, the Foreign Service Retirement and Disability System, and other equivalent Federal retirement systems.

Inquiries: Questions about the open season or about information in the participant materials should be directed to the Federal Retirement Thrift Investment Board at **202-942-1460**. Questions about the distribution of the open season materials to agencies’ central distribution points should be directed to the Board at **202-942-1673**.

Chapter: This bulletin may be filed in Chapter 5, Open Season.

Supersedes: This bulletin supersedes TSP Bulletin 00-21, Thrift Savings Plan Open Season Information — November 15, 2000 through January 31, 2001, dated October 31, 2000.

- B. **Poster.** The open season poster “Decisions, Decisions” replaces the poster that was issued for the last open season. The poster does not have a stock number, but it contains the open season dates.

II. Agency Responsibilities

- A. Disseminate open season materials

Agencies must distribute the Update to all employees eligible to participate in the TSP. Agencies should display the poster in highly visible areas, such as employee bulletin boards, elevators, cafeterias, hallways, and employee lounges.

- B. Distribute the May 2001 version of the *Summary of the Thrift Savings Plan for Federal Employees*

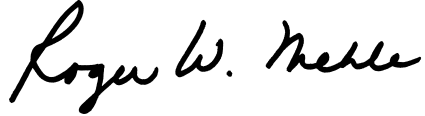
Agencies must distribute the *Summary of the Thrift Savings Plan for Federal Employees*, dated May 2001, **to all FERS and CSRS employees this open season.** As explained in TSP Bulletin 01-11, Revision of *Summary of the Thrift Savings Plan for Federal Employees*, dated March 30, 2001, the May 2001 version reflects the changes to the TSP that will occur beginning May 1, 2001, and the Board has sent agencies a quantity of Plan Summaries approximately equal to the total work force.

- C. Provide the May 2001 version of Form TSP-1

Agencies must provide the TSP Election Form (TSP-1), dated May 2001, to employees this open season. As explained in TSP Bulletin 01-7, Revision of Form TSP-1, dated March 14, 2001, the form has been changed to eliminate the information related to contribution allocations, and the Board has sent agencies a quantity of forms approximately equal to 30% of the total work force.²

² Beginning May 1, 2001, participants must request contribution allocations from the TSP. See TSP Bulletin 01-2, Processing Agency Submissions in the Modified Current Record Keeping System, dated January 10, 2001, for more information about this change.

Additional information. For more information about the TSP open season and other agency responsibilities, see TSP Bulletin 01-16, Thrift Savings Plan Open Seasons, dated April 12, 2001. The bulletin describes other actions agencies should take during the open season and includes a sample memorandum that agencies may use to announce the open season.

A handwritten signature in black ink that reads "Roger W. Mehle". The signature is written in a cursive, flowing style.

ROGER W. MEHLE
Executive Director

Attachments: Open Season Update
Poster

cc: Agency Central Distribution Points